

Fort McMurray Golden Years Society

2018 Operating Grant Analysis

CIP Grant Summary:

| 2015 | 2016 | 2017 | 2018 Request | 2018 Recommended by CIP | Difference of Recommended vs. Requested |
|--------|--------|--------|--------------|-------------------------|---|
| 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | - |

Program Reporting Required:
Six Month & Annual Reports

Financial Reporting Required:
Financial Statements Prepared by Board

Notes:

Organizations with less than \$50,000 grant request have not been recommended for any reduction.

| Budget Line Description | 2018 Budget Request | Revised 2018 Recommended |
|---|---------------------|--------------------------|
| Revenues | | |
| RMWB 2018 | 10,000 | 10,000 |
| Fundraising (Bazaar, Raffle, 50/50, Casino) | 59,350 | - |
| Sale of Product Services (Rentals) | 41,950 | - |
| United Way Allocation | 92,500 | - |
| Hot meal Program | 31,000 | - |
| Memberships, Investment Income | 10,080 | - |
| Total Revenues | 244,880 | 10,000 |
| Expenses | | |
| Coordinators Wages | 82,400 | - |
| Maintenance & Janitorial | 72,080 | - |
| Vehicle | 10,500 | 10,000 |
| Household | 1,400 | - |
| Program | 48,900 | - |
| Administration | 29,600 | - |
| Total Expenses | 244,880 | 10,000 |
| Total Surplus (Deficit) | \$ - | \$ - |

**Community Operating Grant
Part A - Organization Summary**







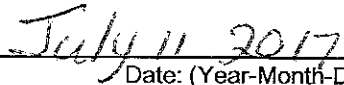
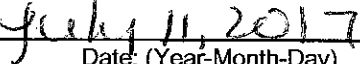
REGIONAL MUNICIPALITY
OF WOOD BUFFALO

| | |
|------------------------------|------------------------------------|
| Organization Name: | Fort McMurray Golden Years Society |
| Street Address: | 10111 Main Street |
| City/Hamlet: | Fort McMurray |
| Province: | AB |
| Postal Code: | T9H 2G6 |
| Phone Number: | (780) 743-4088 |
| Website: | goldenyearsociety.ca |
| Fiscal Year End: | 31-Dec |
| Act Registered Under: | Registered Charities |
| Registration Number: | 11892 8373 RR0001 |

Note: Organization must be in good standing to receive funding.

| | |
|--------------------------------|--|
| Main Contact | |
| Title: | Office Administrator/Coordinator |
| Name: | Mari-Lee Paluszak |
| Daytime Phone: | (780) 743-4088 |
| Email Address: | FOIP s.17(1) |
| Executive Director | |
| Name: | Mari-Lee Paluszak |
| Daytime Phone: | (780) 743-4088 |
| Email Address: | FOIP s.17(1) |
| Board Chair / President | |
| Name: | Joan Furber, President FOIP s.17(1) |
| Daytime Phone: | |
| Email Address: | goldenyearsociety.ca |

Declaration of Board Members - In making this application, we, the undersigned, confirm that we are authorized by the applicant organization to complete the application and hereby represent to the Regional Municipality of Wood Buffalo's Community Investment Program and declare that to the best of our knowledge and belief, the information provided is truthful and accurate, and the application is made on behalf of the above-named organization and with the Board of Directors' full knowledge and consent.

| | |
|---|--|
|  |  |
| Signature of Board Member (must have signing authority) | Signature of Board Member or Executive Director (must have signing authority) |
|  |  |
| Print Name | Print Name |
|  |  |
| Date: (Year-Month-Day) | Date: (Year-Month-Day) |

Part B - Board Questionnaire

How often does the Board of Directors meet? once a month except for July/Aug

Minimum number of board members according to bylaws: 6

Number of board members:

Currently: **2016:** 14 **2015:** 14

Describe measures being undertaken to fill vacant spots if minimum board members are not met:

Please list your current Board of Directors:

| Name | Board Position | Years on Board |
|-------------------|--------------------|----------------|
| Joan Furber | President | 13 |
| Ken Saunderson | 1st Vice President | 6 |
| Karen Saunderson | Treasurer | 6 |
| Millicent Compton | 2nd Vice President | 6 |
| Sandra Marullo | Secretary | 3 |
| Betty Samaroden | Director | 3 |
| Cora Verkuil | Director | 7 |
| Jim Moore | Director | 2 |
| Phyllis Kelly | Director | 3 |
| Gwen Leepart | Director | 4 months |
| Marie Routhier | Director | 20 |
| Jeannette Mullins | Director | 4 |
| Steve Yurkiw | Director | 2 |
| Myrtle Dussault | Past President | 13 |
| | | |
| | | |
| | | |
| | | |
| | | |

Part B - Board Questionnaire

Are any board members being paid, or receiving an honorarium, for being on the Board or for other positions in the organization outside of their role on the Board? Yes No

If yes, complete the following table:

| Board member name | Paid role on the board / organization | Amount received |
|-------------------|---------------------------------------|-----------------|
| | | |
| | | |
| | | |

What are the restrictions (if any) on becoming a member of your organization or participating in programs or services?

You have to be 55+ to be a member of our organization. All our members are encouraged to take part in all or our programs or services.

How often does the Board review the financial position of the agency? What efforts have been made in the past fiscal year to increase the number and types of financial support for your organization?

The Board reviews their financial statements once a month. As well, they review their year end after the accountants have completed the audit. We receive funding from United Way for our Coordinators Wages and our lunch program. We received funding from New Horizons to build a pantry. We received funds from the Community Initiatives Project grant to help fund part of the cost of installing new furnaces and airconditioners. We recieved funding from the Community Initiatives Operating grant to fund part of our lunch program once the United Way funding was finished. We received funding from the Red Cross to support our drop in program that we have every Friday.

The personal information collected in this application is collected under the authority of section 33(c) of Alberta's Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to process the application and contact you if needed, during the review of this application. If you have any questions about the collection and use of the personal information you may contact the Community Investment Advisor, at 9909 Franklin Avenue, Fort McMurray, AB T9H 2K4 or at (780) 788-4309.

Part C - Strategic Plan

The Strategic Plan focuses on **Building a Strong and Resilient Community**. It was built on the feedback received from community residents and leaders and reflects the wishes and needs of the community. The Community Investment Program aims to assist non-profit agencies to achieve the goals and objectives outlined in the Municipal Strategic Plan.

Please indicate the Objectives in Goal 2: Building Balanced Regional Services or in Goal 7: Building for a Healthy and Active Lifestyle* that apply to the programs, services or events that your organization provides (check all that apply):**

#2. Building Balanced Regional Services

Goal: To deliver high quality and well-planned services to our residents.

By re-focusing attention to core services, as outlined in the Municipal Government Act, and by clearly defining service standards, the Municipality will strengthen service delivery to all residents and businesses within the Region. Our core services are:

Roadways, streets and sidewalks • Flood protection • Police, fire and emergency services •
Public transit • Solid waste • Water • Sanitary and storm drainage • Bylaw enforcement •
Parks and recreation • Cemeteries • Planning and development

- Strengthen regional service delivery quality.
- Strengthen service delivery monitoring practices.
- Implement, improve and maintain core service infrastructure.

#7. Building for a Healthy and Active Lifestyle

Goal: To connect people and communities through accessible, regional-based leisure and wellness activities, programs and public gathering places.

Working with partner organizations and through direct delivery of services to residents throughout the Region, the Municipality provides opportunities for community members to enjoy a high quality of life. Opportunities will include arts, recreation, health and wellness, as well as leisure activities.

- Encourage the use of the Region's recreational & community facilities, including natural amenities.
- Encourage and support the social profit sector.
- Increase accessible recreation and leisure opportunities for all user groups in the Region.
- Increase opportunities for large-scale sports/cultural tourism events.
- Increase tourism, culture and arts programming throughout the Region.

* If your organization does not meet any objectives in Goals 2 or 7, please visit <http://www.rmwb.ca/StrategicPlan> to determine which Goal/Objective would be most applicable, and explain how your organization's program/services will achieve those objectives in the space on the next page.

** Please visit <http://www.rmwb.ca/StrategicPlan> if you would like to investigate and describe any other Goals/Objectives that your organization will achieve, and describe in the space on the next page.

Part D - Organization Questionnaire

Mission Statement:

The Fort McMurray Golden Years Society, in operating the Seniors Activity Centre, is dedicated to providing the facility where seniors and/or members can enjoy participation in a variety of activities to enhance their quality of life.

Vision Statement:

An enhanced quality of life for persons aged 55 or older residing in the Fort McMurray area.

What year did the organization complete its last strategic plan?

2017

Provide a brief overview of the organization's strategic priorities:

1. Provide opportunities for members to gather for socialization activities.
2. Develop and/or accumulate information to assist members in dealing with telephone or door-to-door fraud scams.
3. Aid members to alleviate emotional distress resulting from the 2016 Horse River Wildfire.
4. Prepare annual Income Tax Returns in accordance with the CVITP rules, for low-income seniors.
5. Provide bussing for members who require transportation to Society sanctioned events.

Part D - Organization Questionnaire

List the overall programs, services and events the organization provides:

The prime purpose of the Activity Center is to promote wellness and fellowship through activities to all seniors in the Regional Municipality of Wood Buffalo. We focus on every aspect of our seniors and work hard to enhance and maintain the well-being of our members. We have crib, luncheons, social events, bocce, floor curling, floor shuffleboard, crafts, speakers, drop in program, bingo, foot clinic, flu clinic, our seniors bus and outings.

Describe the elements, activities, or events of general operations that the organization is seeking this funding for:

Our bus program offers the opportunity to allow our members to ride our bus to activities that we have at the center as well as to other venues. We have three volunteer bus drivers. Crib, walk the Island, our luncheons, social events, drop in program, the Anzac Luncheon and senior month activities are the many events that a bus is available.

Part D - Organization Questionnaire

Current Staff Information:

| | Per Organization Chart: | Currently Filled: |
|---------------------|-------------------------|-------------------|
| Full Time Positions | 1 | 1 |
| Part Time Positions | | |

Current Volunteer Information:

| | Per Organizational Needs: | Currently Filled: |
|---|---------------------------|-------------------|
| Program & Services Volunteers | 14 | 14 |
| Fundraising Volunteers | 40 | 40 |
| Committee Volunteers | 14 | 14 |
| Administrative Volunteers | 2 | 2 |
| Total Organization Volunteers (Count each only once) | 80 | 80 |

Explain how the operations/programming will achieve the objectives of the Municipal Strategic Plan as indicated on page 4:

Our seniors utilize Macdonald Island by walking the track. Our seniors took park in the Emergency Social Service exercise. Our seniors participate in the senior program of the RMWB Library and they attend the monthly Anzac Seniors luncheon.

Part D - Organization Questionnaire

What is the community need that these operations/programming will address?

The majority of our seniors do not have transportation and our bus provides a services for our members to attend events that are offered. This enables them to get out and socialize.

How was the need determined?

By the number of seniors that request the availability of the bus.

How will these operations/programs address this need?

Our bus will pick up our seniors and bring them to the venue and take them home. This enables our seniors to actively take part in the activities at the center as well as other venues. Ridership increases in the winter due to early darkness and the extreme cold weather and some of our members are reluctant to drive in the winter.

Part D - Organization Questionnaire

What do successful operations/programs look like? How do you know they are successful?

Successful programs are well attended. We know that they are successful firstly by the attendance and secondly by verbal comments by members attending.

How are you measuring success (i.e. surveys, evaluation, longitudinal studies)?

We plan to do a survey in the coming year and to continue to do longitudinal studies with respect to attendance at functions from previous years.

Does these operations/programs duplicate or overlap with other operations/programs offered in the community? How is your organization's offering unique?

Our program is unique because it is for our members to use.

Part D - Organization Questionnaire

What other community groups are you partnering with? Please outline their roles.

St. Aidan's Society - they have helped bring in members to the center and who also ride the bus. They have helped us in the kitchen when we did not have a cook. They provide information for our seniors that deal with Elder Abuse.

Alberta Health Services - we support their walk the island by providing our bus for members who walk. They use our facility for their foot clinic twice a week and hold their annual flu clinic here as well.

Senior Resource Committee - They put on Seniors Month in which we tried to provide a bus when possible. We also provided space for them to have their monthly meetings.

RMWB - Anzac Luncheon - We provide a bus for our members to attend their luncheon and this very popular.

Days of Caring - United Way - Groups have come in to clean our walls, painted our parking lot lines, floor curling and shuffleboard lines.

United Way - hosting the community pancake breakfast in September.

Fort McMurray Public Library - provide services for our members to attend. We have supported this by emailing their events.

We make our members aware of upcoming programs put on by various community organizations that will benefit our seniors.

Target Segment (choose all that apply):

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Aboriginal Adults | <input checked="" type="checkbox"/> Culture | <input checked="" type="checkbox"/> Recreation |
| <input type="checkbox"/> Aboriginal Children & Youth | <input checked="" type="checkbox"/> Diversity | <input checked="" type="checkbox"/> Seniors |
| <input checked="" type="checkbox"/> Adults | <input checked="" type="checkbox"/> Educational | <input checked="" type="checkbox"/> Sports |
| <input checked="" type="checkbox"/> Arts & Crafts | <input type="checkbox"/> Families | <input checked="" type="checkbox"/> Volunteerism |
| <input type="checkbox"/> Capacity Building | <input checked="" type="checkbox"/> Low Income | <input type="checkbox"/> Youth |
| <input type="checkbox"/> Children | <input type="checkbox"/> Performing Arts | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Community Enrichment | <input checked="" type="checkbox"/> Persons with Mental Illness | _____ |

Part E - Financial Information, Budget Request & Cash Flow

Please explain any cost savings initiatives the organization has, or is planning, to implement:

We always look for the best possible price for anything that we do. We switched fuel providers because they provided us a better price for fuel for our bus.

In a time of fiscal restraint, the Municipality would like to know how the organization is working towards a sustainability plan to ensure the operations/programming are continued, should the CIP's Community Operating Grant be decreased or eliminated in the future:

In the short term, it would result in reduction in the use of our bus for our members. In the longer term, it would likely result in a reduction in our other programs.

Space continues on next page...

Part E - Financial Information, Budget Request & Cash Flow

| | | |
|--|-----------|------------------|
| Total 2018 Budgeted Revenue (<u>excluding</u> RMWB Operating Grant) | \$ | 234,800.00 |
| Total 2018 Budgeted Expenses | \$ | 244,800.00 |
| Surplus* / (Deficit) | \$ | -10,000.00 |
| 2018 Operating Grant Request Amount: | \$ | 10,000.00 |

* If in a surplus position, organization is not eligible for an Operating Grant.

Please Indicate Preferred Cash Flow, if approved:**

| | | | |
|-------------------------------|-------------|---------|-------------|
| January/February | \$ 2,500.00 | April | \$ 2,500.00 |
| (no more than 75% of request) | | | |
| August | \$ 2,500.00 | October | \$ 2,500.00 |

** Must have minimum of 25% to be disbursed between August and December. There will be no funds released in July, as 6-month reports are due by July 31 and require Administrative review prior to August/October disbursements.

Part F - Additional Information

Provide any additional information that may assist in developing a better understanding of your organization or its services/programs during the budget review:

Part G - Required Attachments for Application

The following attachment **MUST** accompany your application:

- A detailed budget showing projected 2018 revenue and expenses
- 2018 Business Plan
- Logic Model (if available)
- Proof of active status as a registered non-profit organization (dated within 3 months of submission date)
- Financial Statements of two (2) most recent fiscal years

Budget Sheet

| AGENCY: Golden Years Society | 2017-2018 |
|---|-----------------------|
| | Overall Agency |
| | Annual Budget |
| OPERATING REVENUE: | |
| Memberships | \$4,500.00 |
| Grants - Bus (RMWB) | \$10,000.00 |
| Fundraising (Bazaar, Raffle, 50/50, Casino) | \$59,350.00 |
| Sale of Product Services (Rentals) | \$41,950.00 |
| United Way Allocation | \$92,500.00 |
| United Way Designated Donations | \$1,580.00 |
| Investment Income | \$4,000.00 |
| Hotmeal Program | \$31,000.00 |
| TOTAL REVENUE: | \$244,880.00 |
| | |
| OPERATING EXPENDITURES: | |
| STAFFING: | |
| * Salaries (incl Benefits) | \$72,000.00 |
| * Employer Benefits (CPP, UIC, WCB) | \$5,400.00 |
| * Benefits - RRSP | \$5,000.00 |
| BUILDING: | |
| * Rent/Mortgage | |
| * Janitor/Maintenance | \$43,180.00 |
| * Utilities | \$20,400.00 |
| * Insurance | \$8,500.00 |
| VEHICLE (Agency owned or Leased): | |
| * Other expenses | \$600.00 |
| * Insurance | \$2,400.00 |
| * Maintenance | \$5,000.00 |
| * Gas & Oil | \$2,500.00 |
| Kitchen | |
| * Laundry | \$400.00 |
| * Linen | \$300.00 |
| * Kitcheware | \$700.00 |
| PROGRAM: Hot Meal | |
| *Labour | \$18,000.00 |
| *Food | \$26,000.00 |
| *Supplies | \$1,000.00 |
| * Craftroom | \$400.00 |
| * Recreation | \$3,000.00 |
| * Bingo, 50/50, Choir | \$500.00 |
| ADMINISTRATION: | |
| * Office Supplies | \$4,000.00 |
| * Freight & Postage | \$800.00 |
| * Telephone | \$1,700.00 |
| * Advertising | \$3,500.00 |
| * Professional Fees | \$13,000.00 |
| * Bank Charges | \$100.00 |
| * GST | \$2,500.00 |
| BOARD EXPENSES: | \$4,000.00 |
| OTHER (SPECIFY) | |
| TOTAL EXPENSES: | \$244,880.00 |
| | |
| SURPLUS/DEFICIT | |
| | \$0.00 |